

18 June 1974

MEMORANDUM FOR: Senior Training Officer O/DCI

SUBJECT : Nominations for Executive Seminar

1. Nominations are due in my office not later than 9 August for the Seminar for New Managers at Oak Ridge, 6 October - 25 October 1974.

2. The Agency has two spaces reserved for this seminar. O/DCI requested one space.

3. Please submit six copies of all nomination papers for your candidate--an up-to-date biographic profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. It is requested that your supporting documentation contain the date that the nominee was first assigned to a managerial position since June 1973.

[REDACTED]  
Executive Secretary  
Training Selection Board

25X1A

25X1A

ES-TSB [REDACTED] maq  
Distribution:  
Orig - Adse  
2 - ES-TSB

18 June 1974

**MEMORANDUM FOR: Senior Training Officer DDS&T**

**SUBJECT : Nominations for Executive Seminar**

1. Nominations are due in my office not later than 9 August for the Seminar for New Managers at Oak Ridge, 6 October - 25 October 1974.


2. The Agency has two spaces reserved for this seminar. (DDS&T requested one space.)

3. Please submit six copies of all nomination papers for your candidate--an up-to-date biographic profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. It is requested that your supporting documentation contain the date that the nominee was first assigned to a managerial position since June 1973.

  
Executive Secretary  
Training Selection Board

25X1A

25X1A

ES-TS  naq  
Distribution:  
Orig - Adse  
2 - ES-TSB

18 June 1974

MEMORANDUM FOR: Senior Training Officer DDI

SUBJECT : Nominations for Executive Seminar

1. Nominations are due in my office not later than 9 August for the Seminar for New Managers at Oak Ridge, 6 October - 25 October 1974.

2. The Agency has two spaces reserved for this seminar. (DDI requested three spaces.)

3. Please submit six copies of all nomination papers for your candidates--an up-to-date biographic profile, the most recent fitness report, and a statement giving reasons for proposing attendance at the seminar. It is requested that your supporting documentation contain the date that the nominee was first assigned to a managerial position since June 1973.

  
Executive Secretary  
Training Selection Board

25X1A

25X1A

ES-TSB  maq



Distribution:

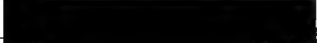
Orig - Adse

2 - ES-TSB

# NOMINATION FOR INTERAGENCY TRAINING

COURSE	1. Course title <b>Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160016-9</b> <b>Seminar for New Managers</b>	2. Cost <b>04202A000200160016-9</b>
	3. Agency offering course <b>Civil Service Commission</b>	
	4. Dates of course <b>22 September - 11 October 1974</b>	5. Location of course (City, State) <b>Kings Point, New York</b>

NOMINEE	6. Name (First) (Initial) (Last) (Mr., Miss, Mrs.) 	7. Position title <b>Intelligence Officer Branch Chief (Acting)</b>
	8. 	9. Pay plan and grade <b>GS-14</b>
		10. Office telephone (Including Area Code) <b>202 - 351-1100</b>
	11. Enter here special information required by the course announcement  <b>Assigned to first managerial position, 28 June 1974</b>	

AGENCY	12. Billing address (including ZIP Code)  <b>Registrar, Office of Training Central Intelligence Agency Washington, D.C. 20505</b>	13. Approving official (signature and title)   <b>Registrar</b>
		14. Date <b>6 August 1974</b>

25X1A

15. Telephone (including Area Code)  
**202 - 351-2193**

**Registrar, Office of Training  
Central Intelligence Agency  
Washington, D.C. 20505**

16. Return address of nominating agency (including ZIP Code)  
←

## FOR USE BY AGENCY OFFERING TRAINING—DO NOT FILL IN THIS PART

ACTION	17. Nominee is: <input type="checkbox"/> Selected as nominated <input type="checkbox"/> Selected for alternative dates (see Remarks) <input type="checkbox"/> Not selected (see Remarks)	18. Remarks
	19. First session of class meets	

### INSTRUCTIONS TO NOMINATING AGENCY

- Observe the Nominating Criteria and Special Instructions in Course Announcement or Bulletin before completing this form.
- All requested information, Items 1 through 16, must be furnished. Use typewriter to complete form.
- Submit the original and the first three copies (do not remove carbons) to the agency offering the training. See Course Announcement or Bulletin for correct address. The agency submitting the nomination may retain the additional two copies.
- A copy of this form will be returned by the agency sponsoring the training, indicating the action taken on the nomination in the ACTION block.

**Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160016-9**

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Executive Secretary  
Training Selection Board 1036 CofC Bldg

EXTENSION

2193

NO.

DATE

23 July 1974

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chairman  
Training Selection Board

7/23 25/7/74 ✓

2.

3.

4.

25X1A

5.

6.

7.

8.

9.

25X1A

10. Executive Secretary  
Training Selection Board  
1036 CofC Bldg

11.

12.

13.

1-1-1-1-3 (7)

2-2-2-3-1-10

14.

3-3-3-2-2-13

15.

7/31 CALLED DORRIS

Attached for your consideration are three nominations to attend the "Seminar for New Managers" at Kings Point, 22 September - 11 October 1974:

 4, OWI  
 GS-15, OF  
 4, OER

The Agency has one space reserved for this seminar.

Please return these papers to me indicating your ranking of the candidates.

25X1A

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)				
FROM:		EXTENSION		NO.
<b>Executive Secretary</b> <b>Training Selection Board 1036 CofC Bldg</b>		2193		DATE <b>23 July 1974</b>
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. Mr. Fred W. M. Janney 5 E 56 HQS 25 JUL 1974		25	J	<p>Attached for your consideration are three nominations to attend the "Seminar for New Managers" at Kings Point, 22 September - 11 October 1974:</p> <div style="background-color: black; width: 150px; height: 40px; margin: 5px 0;"></div> <p>4, OWI GS-15, OF 4, OER</p> <p>The Agency has one space reserved for this seminar.</p> <p>Please return these papers to me indicating your ranking of the candidates.</p> <div style="background-color: black; width: 350px; height: 150px; margin: 5px 0;"></div>
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10. Executive Secretary Training Selection Board 1036 CofC Bldg				
11.				
12.				
13.				
14.				
15.				

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)				
FROM:  Executive Secretary Training Selection Board 1036 CofC Bldg			EXTENSION  2193	NO.  DATE  23 July 1974
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)  Attached for your consideration are three nominations to attend the "Seminar for New Managers" at Kings Point, 22 September - 11 October 1974:  <div style="background-color: black; width: 150px; height: 40px; margin: 5px 0;"></div> OWI GS-15, OF OER  The Agency has one space reserved for this seminar.  Please return these papers to me indicating your ranking of the candidates.  <div style="background-color: black; width: 300px; height: 150px; margin: 5px 0;"></div>
	RECEIVED	FORWARDED		
1. Dr. Karl H. Weber 6 F 20 HQS	7/24		KHW	
2.				
3.				
4.			25X1A	
5.				
6.				
7.				
8.				
9.			25X1A	
10. Executive Secretary Training Selection Board 1036 CofC Bldg				
11.				
12.				
13.				
14.				
15.				

Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160016-9

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

**Executive Secretary  
Training Selection Board 1036 CofC Bldg**

EXTENSION

2193

NO.

DATE

23 July 1974

TO: (Officer designation, room number, and building)

DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

2 F 20 HQS

GK

Attached for your consideration are three nominations to attend the "Seminar for New Managers" at Kings Point, 22 September - 11 October 1974:

4, OWI  
GS-15, OF  
4, OER

The Agency has one space reserved for this seminar.

Please return these papers to me indicating your ranking of the candidates.

25X1A

25X1A

**Executive Secretary  
Training Selection Board  
1036 CofC Bldg**



UNCLASSIFIED

Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160016-9

CONFIDENTIAL  
USE ONLY

SECRET

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Executive Secretary  
Training Selection Board 1036 CofC Bldg

EXTENSION

2193

NO.

DATE

23 July 1974

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. [REDACTED]  
3 C 43 HQS21 JUL  
197425  
8-1

gm

Attached for your consideration are three nominations to attend the "Seminar for New Managers" at Kings Point, 22 September - 11 October 1974:

[REDACTED], OWI  
GS-15, OF  
OER

The Agency has one space reserved for this seminar.

Please return these papers to me indicating your ranking of the candidates.

2.

3.

4.

25X1A

5.

6.

7.

8.

9.

25X1A

10. Executive Secretary  
Training Selection Board  
1036 CofC Bldg

11.

12.

13.

14.

15.

Approved For Release 2000/06/13 : CIA-RDP78-04202A000200160016-9

FORM  
3-62

610

USE PREVIOUS  
EDITIONS

SECRET

CONFIDENTIAL

INTERNAL  
USE ONLY

UNCLASSIFIED